

Agenda
North Riverside Public Library District
Board of Trustees
Regular Meeting, April 18th, 2022
6:00 PM

1. Open of Meeting

- A. Call to order
- B. Determination of quorum
- C. Recognition of visitors to the meeting
- D. Approval of agenda

2. Open Forum

Audience Note: If you wish to speak to the Board, please read and complete the open forum sheet provided and give it to the Board Secretary.

3. Consent Agenda (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone's request at any meeting)

- A. Secretary:
 - Minutes of the March 21st, 2022 Regular Board Meeting
 - Correspondence
- B. Treasurer:
 - March 2022 Financial Statements
 - Authorization to transfer \$60,000 to checking

5. President's Report

6. Director's Report

7. Committee Reports

- A. Advocacy (Johnson) (informational)
- B. Building & Grounds (Rouleau) (informational)
- C. Finance (Bonnar) (informational)
- D. Personnel (Gordon) (informational)
- E. Policy (Bonnar, Ottenweller) (informational)
- F. Strategic Planning (Mathias) (informational)

8. New Business

- A. 3 Additional IMRF Positions (action)
- B. Draft 2022/2023 Working Budget (review)
- C. Service Awards: Barbara Silvestri, Mary Cooper (action)
- D. PTAB Resolution renewal (action)

9. Old Business

10. **Closed session** (The Board of Trustees may decide, by a roll call vote, to convene in closed session if there are matters to discuss confidentially, in accordance with the Open Meetings Act)

11. **Return to open session**

12. **Possible action item** (pertaining to closed session discussion)

13. **Adjournment**

Note: Agenda items may be added that pertain to discussion or information.

No items may be added to the final agenda that require Board action.

Next regular Board Meeting is scheduled for May 16th, 2022 at 6:00 p.m.

Minutes
North Riverside Public Library District
Board of Trustees
Regular Meeting, March 21st, 2022
6:00 PM

1. Open of Meeting

A. Call to order - 6:04 pm

Present: Annette Corgiat, Greg Gordon, Ken Rouleau, Kathy Bonnar, Jeanne Ottenweller, Kyle Johnson

Also Present: Director Natalie Starosta and Adult Services Manager

B. Quorum was established

C. **Guests:** Billy Jimenez, 8005 Edgewater Rd. North Riverside, IL 60546

D. Approval of agenda

- A motion was made by Trustee Rouleau, and seconded by Trustee Ottenweller to approve the agenda as written. All ayes, **motion carried.**

2. Open Forum

- Guest Billy Jimenez:

February 2, 2022 came into the library to use the “Studio” for a Zoom meeting. He was speaking to Mary Cooper when a staff member [*not named*] told him to put his mask on. Mr. Jimenez said the staff member then told him they would suspend him or call the police for lack of cooperating. Mr. Jimenez feels like he was being harassed and discriminated against. Director Starosta looked at video footage and confirmed he was not wearing his mask correctly. Mr. Jimenez felt that the one-week ban he received was too strict of a punishment.

President Corgiat is looking into the matter.

3. Consent Agenda (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone’s request at any meeting)

- A motion was made by Trustee Mathias and seconded by Trustee Gordon to approve the consent agenda as presented. All ayes, **motion carried.**

A. Secretary:

Minutes of the February 21st, 2022 Regular Board Meeting
Correspondence

B. Treasurer:

February 2022 Financial Statements
Authorization to transfer \$60,000 to checking

5. President’s Report

- President Corgiat would like to hold an informal gathering in the near future with topics to discuss about the Board as an entity. President Corgiat feels that the Board does not act like one “whole” anymore because of the strain of the pandemic and would like to have a meeting to determine how to work together better.

6. Director’s Report

- Completed Book Lockers training through SWAN and Smiota; will be wrapped with graphics in coming weeks; soft launch coming soon
- Received \$25,000 grant from the government that will be going to needs and desires from all departments– including circulation for a self checkout system.
- Memorial books are gradually picking up since the pandemic.

7. Committee Reports

A. Advocacy (Johnson) (informational)

- Met with department managers about advocacy in the community. NRPL administration will be getting Trustee Johnson a list of businesses that have partnered with in the past.
- Trustee Johnson would like a calendar from President Corgiat that contains events in the village coming up
- Plans to partner with these businesses for coupons, gift cards, etc. in exchange for displaying our newsletter or helping with SRP signups.

B. Building & Grounds (Rouleau) (informational)

- Still waiting for Utica to talk to us about water in the basement
 - As of 3/21/22, no water has showed up again in the mechanical room
 - It is incredibly mysterious
- Trustee Rouleau wants to install bike racks in front of the library.
 - Director Starosta confirmed that bike racks were budgeted into the new grant.
 - New bike racks will be bolted in the concrete, while the old ones were too rusted and poured into the old concrete
- Asphalt has not been scheduled yet; was originally supposed to occur later in the spring.

C. Finance (Bonnar) (informational)

- Bonnar reviewed the budget for 2022-23 and did not see any problems, issues or concerns.

D. Personnel (Gordon) (informational)

- The Adult Services Manager is leaving.
- Teen Manager will become Adult & Teen Manager.
- Britney Musial (Teen Manager) is the current Technical Services Manager for upstairs materials, and a youth services associate conducts technical services for downstairs.
 - Therefore, Director Starosta will be creating a full-time technical services position which frees Ms. Musial and youth services staff from processing materials.
 - This way, all materials will go through one person instead of multiple people.

- Resumes are being sent to the Director, and the position is getting interest.
- E. Policy (Bonnar, Ottenweller) (informational)
 - Nothing to report
- F. Strategic Planning (Mathias) (informational)
 - Statement of Economic Interest
 - The NRPL is holding back on completing this information until the attorney tells the NRPL that they are mandated to include that information.
 - Would like to look at how inflation will affect the library long-term.

8. New Business

- No New Business.

9. Old Business

A. Closed Session Minutes Review (action)

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to **release** the following minutes: February 18, 2019 & July 15, 2019.

All ayes, **motion carried.**

A motion was made by Trustee Gordon and seconded by Trustee Mathias to **approve the destruction** of the recording of: February 18, 2019 & July 15, 2019.

All ayes, **motion carried.**

10. **Closed session** (The Board of Trustees may decide, by a roll call vote, to convene in closed session if there are matters to discuss confidently, in accordance with the Open Meetings Act)

11. Return to open session

12. Possible action item (pertaining to closed session discussion)

- N/A

13. Adjournment

- A motion was made by Trustee Rouleau and seconded by Trustee Ottenweller to adjourn the meeting at 6:51p.m. All ayes, **motion carried.**

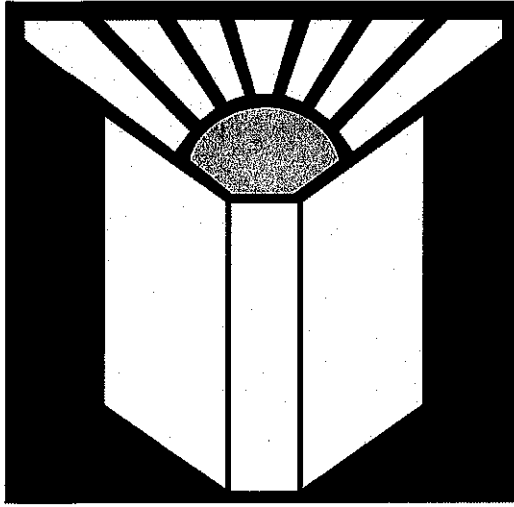
Note: Agenda items may be added that pertain to discussion or information.

No items may be added to the final agenda that require Board action.

Next regular Board Meeting is scheduled for April 18th, 2022 at 6:00 p.m.

Management Report

North Riverside Public Library District
For the period ended March 31, 2022



Prepared on
April 15, 2022

For management use only

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Profit and Loss

July 2021 - March 2022

	Total
INCOME	
6903-01 Fines & Fees	3,832.25
6904-01 Donations	5,460.10
6905-01 Grants	127,581.00
6910-01 Misc. Revenue	7,248.00
Interest	
6906-01 Interest Earned	90.75
Total Interest	90.75
Property Taxes	
6901-01 Property Tax	931,943.13
6901-04 Tax Revenue-Audit Fund	7,320.99
6901-05 Tax Revenue-Liability Ins	4,444.33
6901-06 Tax Revenue-Unemploy Ins	1,568.72
6901-07 Tax Revenue-Bldg Fund	47,590.04
6901-08 Tax Revenue-SS	35,823.69
6901-12 Property Tax - IMRF Fund	13,074.30
Total Property Taxes	1,041,765.20
Total Income	1,185,977.30
GROSS PROFIT	1,185,977.30
EXPENSES	
8360-01 Grants	75,652.59
Advertising & Marketing	
8361-01 Donations	894.99
8365-01 Library Promotion	180.01
8370-01 Postage	3,315.59
8375-01 Advertising	37.96
8385-01 Memorials & Tributes	658.95
8399-01 ILL Loss/Damage	112.28
8404-01 Staff Recognition	246.00
8410-01 Printing	7,961.86
Total Advertising & Marketing	13,407.64
Bank Charges & Fees	
8396-01 Bank Charges & Fees	19.00
Total Bank Charges & Fees	19.00
Benefits	
7600-05 Health Insurance	21,804.38
7650-09 IMRF Pension	28,428.95
7660-06 Unemployment Insurance	2,326.74
7670-01 Taxes-Fica Expense	33,084.28
Total Benefits	85,644.35
Building Expense	
8305-07 Building & Ground	18,713.00

	Total
8306-07 Building Supplies	4,786.80
8308-07 Service Contracts	27,121.14
8315-07 Fees & Permits	
8320-07 Building & Grounds	10,229.00
8330-01 Casual Labor	75.00
8335-07 Bulding Repairs	78,828.48
Total Building Expense	139,753.42
Computers/Technology	
8171-01 Tech Service	29,243.50
8172-01 Computer Equipment	97.57
8172-02 Digital Divide Project	9.06
8175-01 MLS Computer Fund	16,413.26
8180-01 Software	608.88
8190-01 Website	5,188.60
8195-01 Email	33.60
Total Computers/Technology	51,594.47
Insurance	
8460-05 Liability Insurance	18,729.00
Total Insurance	18,729.00
Interest Paid	
8601-02 Debt Service-Interest	5,565.41
Total Interest Paid	5,565.41
Legal & Professional Services	
8400-01 Accounting	8,800.00
8401-04 Audit	8,450.00
8402-01 Legal Fees	8,168.71
8405-01 Appraisal	438.00
8406-01 Collection Agency	152.15
8430-01 Payroll Expenses	5,299.46
8435-01 Background Checks	114.00
Total Legal & Professional Services	31,422.32
Library Materials	
8090-01 Books on CD - Adult	847.71
8091-01 Books on CD - Children	190.78
8097-01 Music CD - Children	393.06
8104-01 Adult Fiction	9,115.93
8105-01 Adult Non-Fiction	5,625.45
8106-01 Children Fiction / Non-Fiction	7,763.86
8107-01 Young Adult Fiction/Non-Fiction	4,237.61
8108-01 eBooks	8,189.64
8115-01 Adult Large Print	946.56
8120-01 Newspapers	970.07
8130-01 Databases	10,361.13
8140-01 Adult Periodicals	900.00

	Total
8141-01 Children/YA Periodicals	379.96
8160-01 Adult DVDs - Fiction	3,134.49
8162-01 Children DVDs	989.53
8163-01 YA DVDs	416.07
8164-01 Foreign Lang. DVDs	43.92
8166-01 Games	495.47
Total Library Materials	55,001.24
Office Supplies & Software	
8202-01 Office Supplies	5,121.60
Total Office Supplies & Software	5,121.60
Programs & Strategic Initiatives	
8150-01 Children's Programs	2,655.79
8152-01 Children's Summer Reading Program	858.29
8153-01 Young Adult Programs	710.26
8154-01 Makerspaces/library of things	3,059.95
8155-01 Adult Programs	3,839.25
8156-01 Technology Programs	24.91
8157-01 Senior Programs	276.00
8158-01 Strategic Initiatives	25.98
Total Programs & Strategic Initiatives	11,450.43
Salaries	
7504-01 Library Clerks	172,602.36
7507-01 Library Pages	29,774.92
7508-01 Administrators	229,998.20
7509-01 Salaries - Grant	2,494.56
Total Salaries	434,870.04
Travel & Training	
7700-01 Trustee Training	931.38
7800-01 Staff Training	1,083.04
8342-01 Lodging, Meals, Mileage	113.84
8355-01 Memberships	1,985.90
Total Travel & Training	4,114.16
Utilities	
8301-07 Telephone	12,657.64
8302-07 Electricity	12,577.08
8303-07 Natural Gas	4,662.27
8304-07 Water/Garbage	1,131.27
Total Utilities	31,028.26
Total Expenses	963,373.93
NET OPERATING INCOME	222,603.37
OTHER EXPENSES	
8701-02 Debt Certificate Principle	25,700.00
Total Other Expenses	25,700.00
NET OTHER INCOME	-25,700.00

	Total
NET INCOME	\$196,903.37

Balance Sheet

As of March 31, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	422,911.12
1500-04 Cash-Audit Fund	10,551.68
1500-05 Cash-Liability Insurance Fund	46,729.72
1500-06 Cash-Unemployment Ins Fund	5,747.65
1500-07 Cash-Building Fund	40,762.47
1500-08 Cash-Social Security Fund	30,684.18
1500-09 Cash-Pension Fund	-23,608.79
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	34,807.38
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	598,585.41
1501-01 First American Checking (5001)	31,514.91
1505-07 Chase Bank	7,766.92
1509-07 Cash - IPTIP IL Funds	94,435.82
1512-02 Kadlec Annuity #71797	53,582.49
Total Bank Accounts	785,885.55
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	0.00
2200-09 Due to/from Pension Fund	0.00
2400-01 Prepaid Expenses	0.00
2400-05 Prepaid Expenses 05	0.00
Total Other Current Assets	769,811.24
Total Current Assets	1,555,696.79
TOTAL ASSETS	\$1,555,696.79

LIABILITIES AND EQUITY

Liabilities

	Total
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	0.00
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	0.00
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	0.00
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	688.14
4003-01 Child Support	0.00
4200-01 Accrued Wages	13,911.42
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	812.47
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	0.00
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	0.00
Total Other Current Liabilities	15,412.03
Total Current Liabilities	15,412.03
Total Liabilities	15,412.03
Equity	
3200-00 Retained Earnings	337.39
5600-01 General Fund Balance	1,441,271.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	4,281.00
5600-05 Public Liability Fund Balance	43,302.00
5600-06 Unemployment Insurance Fund Balance	4,404.00
5600-07 Building Fund Balance	-134,324.00
5600-08 Social Security Fund Balance	-3,185.00
5600-09 Pension Fund Balance	-42,705.00
Opening Balance Equity	0.00
Net Income	196,903.37
Total Equity	1,540,284.76
TOTAL LIABILITIES AND EQUITY	\$1,555,696.79

North Riverside Public Library District
Budget vs Actual
 March 2021

REVENUE		Actual	Budget	75% % of Budget
6904-01	Donations	\$ 5,460	\$ 10,000	55%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ -	\$ (15,000)	0%
6903-01	Fees and fines	\$ 3,832	\$ 5,000	77%
6905-01	Grants	\$ 127,581	\$ 50,000	255%
6906-01	Interest	\$ 91	\$ 1,500	6%
6901-01	Property tax	\$ 1,041,765	\$ 1,124,759	93%
6915-15	Loan Proceeds	\$ -	\$ 172,000	0%
6920-01	Unrealized Income Annuities	\$ -	\$ 20,000	0%
6909-01	Memorial Books/Lost & Paid Materials	\$ -	\$ -	0%
6910-01	Miscellaneous Revenue	\$ 7,248	\$ -	0%
Total		\$ 1,185,977	\$ 1,368,259	87%

OPERATING EXPENSES		Actual	Budget	% of Budget
SALARIES				
7504-01	Clerks	\$ 172,602	\$ 222,200	78%
7507-01	Pages	\$ 29,775	\$ 27,200	109%
7508-01	Administration	\$ 229,998	\$ 288,775	80%
7509-01	Salaries - Grant	\$ 2,495	\$ -	0%
Total		\$ 434,870	\$ 543,442	80%
BENEFITS				
7600-05	health insurance	\$ 21,804	\$ 31,200	70%
7650-09	IMRF	\$ 28,429	\$ 31,840	89%
7660-06	unemployment insurance	\$ 2,327	\$ 800	291%
7670-08	social security/mcare	\$ 33,084	\$ 37,257	89%
Total		\$ 85,644	\$ 101,097	85%
TRAINING				
7700-01	educational training trustees	\$ 931	\$ 500	186%
7800-01	educational training staff	\$ 1,083	\$ 4,500	24%
Total		\$ 2,014	\$ 5,000	40%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**MATERIALS**

8090-01	books on CD-adult	\$ 848	\$ 1,500	57%
8091-01	books on CD-children	\$ 191	\$ 700	27%
8096-01	compact disks-music-adult	\$ -	\$ 400	0%
8097-01	compact disks-music-children	\$ 393	\$ 1,000	39%
8104-01	adult fiction	\$ 9,116	\$ 14,500	63%
8105-01	adult nonfiction	\$ 5,625	\$ 9,500	59%
8106-01	children's fiction/nonfiction	\$ 7,764	\$ 18,000	43%
8107-01	YA Fiction/nonfiction	\$ 4,238	\$ 6,000	71%
8108-01	eBooks	\$ 8,190	\$ 5,000	164%
8115-01	adult large print	\$ 947	\$ 2,000	47%
8120-01	newspapers	\$ 970	\$ 3,400	29%
8130-01	internet databases	\$ 10,361	\$ 16,000	65%
8140-01	adult periodicals	\$ 900	\$ 900	100%
8141-01	Children's Periodicals	\$ 380	\$ 500	76%
8160-01	adult DVDs-feature movies	\$ 3,134	\$ 6,000	52%
8161-01	Adult Games		\$ 1,300	0%
8162-01	children's DVDs-movies	\$ 990	\$ 1,400	71%
8163-01	ya DVDs	\$ 416	\$ 1,400	30%
8164-01	foreign language DVDs	\$ 44	\$ -	0%
8166-01	children's games	\$ 495	\$ 2,500	20%
Total		\$ 55,001	\$ 92,000	60%

PROGRAMS

8150-01	children's programs	\$ 2,656	\$ 3,000	89%
8152-01	children's summer reading program	\$ 858	\$ 4,000	21%
8153-01	ya programs	\$ 710	\$ 2,000	36%
8154-01	Makerspaces/library of things	\$ 3,060	\$ 4,000	76%
8155-01	adult programs	\$ 3,839	\$ 4,000	96%
8156-01	Technology programs	\$ 25	\$ 1,000	2%
8157-01	senior programs	\$ 276	\$ 2,000	14%
Total		\$ 11,424	\$ 20,000	57%

STRATEGIC INITIATIVES

8158-01	Strategic Initiatives	\$ 26	\$ 2,000	1%
Total		\$ 26	\$ 2,000	1%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**COMPUTERS**

8171-01	information technology	\$ 29,244	\$ 18,500	158%
8172-01	new computer equipment	\$ 98	\$ 10,000	1%
8172-02	Digital Divide Project	\$ 9	\$ -	0%
8175-01	mls computer fund	\$ 16,413	\$ 23,000	71%
8180-01	software	\$ 609	\$ 1,500	41%
8190-01	website	\$ 5,189	\$ 7,500	69%
8195-01	email	\$ 34	\$ 500	7%
	Total	\$ 51,594	\$ 61,000	85%

OFFICE SUPPLIES

8202-01	Office Supplies	\$ 5,122	\$ 14,000	37%
	Total	\$ 5,122	\$ 14,000	37%

UTILITIES- OPERATING EXPENSE

8301-07	telephone	\$ 12,658	\$ 13,500	94%
8302-07	electricity	\$ 12,577	\$ 30,000	42%
8303-07	gas	\$ 4,662	\$ 6,000	78%
8304-07	water/garbage	\$ 1,131	\$ 2,000	57%
	Total	\$ 31,028	\$ 51,500	60%

BUILDING EXPENSE

8306-07	building supplies and maintenance	\$ 4,787	\$ 12,000	40%
8308-07	service contracts	\$ 27,121	\$ 43,000	63%
8315-07	fees and permits	\$ -	\$ 1,950	0%
8330-01	casual labor	\$ 75	\$ 3,500	2%
8335-07	building repairs	\$ 107,770	\$ 204,000	53%
	Total	\$ 139,753	\$ 264,450	53%

TRAVEL

8342-01	lodging/meals/mileage	\$ 114	\$ 2,000	6%
	Total	\$ 114	\$ 2,000	6%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**OTHER EXPENSES**

8355-01	memberships	\$ 1,986	\$ 2,200	90%
8360-01	Grants	\$ 75,653	\$ 50,000	151%
8361-01	Donations	\$ 895	\$ 10,000	9%
8365-01	library promotion	\$ 180	\$ 6,000	3%
8370-01	postage	\$ 3,316	\$ 3,000	111%
8375-01	Advertising	\$ 38	\$ 4,500	1%
8385-01	memorials and tributes	\$ 659	\$ 500	132%
8396-01	bank charges and fees	\$ 19	\$ 150	13%
8399-01	ILL Loss/Damage	\$ 112	\$ 250	45%
	Total	\$ 82,857	\$ 76,600	108%

OUTSIDE SERVICES

8400-01	accounting	\$ 8,800	\$ 15,000	59%
8401-01	audit	\$ 8,450	\$ 12,000	70%
8402-01	legal fees	\$ 8,169	\$ 6,000	136%
8404-01	Staff Recognition	\$ 246	\$ 2,500	10%
8405-01	appraisal	\$ 438	\$ 2,500	18%
8406-01	collection agency	\$ 152	\$ 200	76%
8408-01	strategic plan		\$ 500	0%
8410-01	printing	\$ 7,962	\$ 10,000	80%
8430-01	payroll expenses	\$ 5,299	\$ 5,000	106%
8435-01	background checks	\$ 114	\$ 200	57%
	Total	\$ 39,630	\$ 53,900	74%

INSURANCE

8460-05	liability insurance package	\$ 18,729	\$ 19,500	96%
	Total	\$ 18,729	\$ 19,500	96%

DEBT

8601-02	Debt Certificate Interest	\$ 5,565	\$ 16,500	0%
8701-02	Debt Certificate Principle	\$ 25,700	\$ 43,500	59%
	Total	\$ 31,265	\$ 60,000	52%

TOTAL OPERATING EXPENSES

\$ 989,074	\$ 1,366,489	72%
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NET INCOME

\$ 196,903	\$ 1,770
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North Riverside Public Library District
Budget vs Actual
March 2021

REVENUE		Actual	Budget	75% % of Budget
6904-01	Donations	\$ 5,460	\$ 10,000	55%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ -	\$ (15,000)	0%
6903-01	Fees and fines	\$ 3,832	\$ 5,000	77%
6905-01	Grants	\$ 127,581	\$ 50,000	255%
6906-01	Interest	\$ 91	\$ 1,500	6%
6901-01	Property tax	\$ 1,041,765	\$ 1,124,759	93%
6915-15	Loan Proceeds	\$ -	\$ 172,000	0%
6920-01	Unrealized Income Annuities	\$ -	\$ 20,000	0%
6909-01	Memorial Books/Lost & Paid Materials	\$ -	\$ -	0%
6910-01	Miscellaneous Revenue	\$ 7,248	\$ -	0%
	Total	\$ 1,185,977	\$ 1,368,259	87%

OPERATING EXPENSES		Actual	Budget	% of Budget
SALARIES				
7504-01	Clerks	\$ 172,602	\$ 222,200	78%
7507-01	Pages	\$ 29,775	\$ 27,200	109%
7508-01	Administration	\$ 229,998	\$ 288,775	80%
7509-01	Salaries - Grant	\$ 2,495	\$ -	0%
	Total	\$ 434,870	\$ 543,442	80%
BENEFITS				
7600-05	health insurance	\$ 21,804	\$ 31,200	70%
7650-09	IMRF	\$ 28,429	\$ 31,840	89%
7660-06	unemployment insurance	\$ 2,327	\$ 800	291%
7670-08	social security/mcare	\$ 33,084	\$ 37,257	89%
	Total	\$ 85,644	\$ 101,097	85%
TRAINING				
7700-01	educational training trustees	\$ 931	\$ 500	186%
7800-01	educational training staff	\$ 1,083	\$ 4,500	24%
	Total	\$ 2,014	\$ 5,000	40%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**MATERIALS**

8090-01	books on CD-adult	\$ 848	\$ 1,500	57%
8091-01	books on CD-children	\$ 191	\$ 700	27%
8096-01	compact disks-music-adult	\$ -	\$ 400	0%
8097-01	compact disks-music-children	\$ 393	\$ 1,000	39%
8104-01	adult fiction	\$ 9,116	\$ 14,500	63%
8105-01	adult nonfiction	\$ 5,625	\$ 9,500	59%
8106-01	children's fiction/nonfiction	\$ 7,764	\$ 18,000	43%
8107-01	YA Fiction/nonfiction	\$ 4,238	\$ 6,000	71%
8108-01	eBooks	\$ 8,190	\$ 5,000	164%
8115-01	adult large print	\$ 947	\$ 2,000	47%
8120-01	newspapers	\$ 970	\$ 3,400	29%
8130-01	internet databases	\$ 10,361	\$ 16,000	65%
8140-01	adult periodicals	\$ 900	\$ 900	100%
8141-01	Children's Periodicals	\$ 380	\$ 500	76%
8160-01	adult DVDs-feature movies	\$ 3,134	\$ 6,000	52%
8161-01	Adult Games		\$ 1,300	0%
8162-01	children's DVDs-movies	\$ 990	\$ 1,400	71%
8163-01	ya DVDs	\$ 416	\$ 1,400	30%
8164-01	foreign language DVDs	\$ 44	\$ -	0%
8166-01	children's games	\$ 495	\$ 2,500	20%
	Total	\$ 55,001	\$ 92,000	60%

PROGRAMS

8150-01	children's programs	\$ 2,656	\$ 3,000	89%
8152-01	children's summer reading program	\$ 858	\$ 4,000	21%
8153-01	ya programs	\$ 710	\$ 2,000	36%
8154-01	Makerspaces/library of things	\$ 3,060	\$ 4,000	76%
8155-01	adult programs	\$ 3,839	\$ 4,000	96%
8156-01	Technology programs	\$ 25	\$ 1,000	2%
8157-01	senior programs	\$ 276	\$ 2,000	14%
	Total	\$ 11,424	\$ 20,000	57%

STRATEGIC INITIATIVES

8158-01	Strategic Initiatives	\$ 26	\$ 2,000	1%
	Total	\$ 26	\$ 2,000	1%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**COMPUTERS**

8171-01	information technology	\$ 29,244	\$ 18,500	158%
8172-01	new computer equipment	\$ 98	\$ 10,000	1%
8172-02	Digital Divide Project	\$ 9	\$ -	0%
8175-01	mls computer fund	\$ 16,413	\$ 23,000	71%
8180-01	software	\$ 609	\$ 1,500	41%
8190-01	website	\$ 5,189	\$ 7,500	69%
8195-01	email	\$ 34	\$ 500	7%
	Total	\$ 51,594	\$ 61,000	85%

OFFICE SUPPLIES

8202-01	Office Supplies	\$ 5,122	\$ 14,000	37%
	Total	\$ 5,122	\$ 14,000	37%

UTILITIES- OPERATING EXPENSE

8301-07	telephone	\$ 12,658	\$ 13,500	94%
8302-07	electricity	\$ 12,577	\$ 30,000	42%
8303-07	gas	\$ 4,662	\$ 6,000	78%
8304-07	water/garbage	\$ 1,131	\$ 2,000	57%
	Total	\$ 31,028	\$ 51,500	60%

BUILDING EXPENSE

8306-07	building supplies and maintenance	\$ 4,787	\$ 12,000	40%
8308-07	service contracts	\$ 27,121	\$ 43,000	63%
8315-07	fees and permits	\$ -	\$ 1,950	0%
8330-01	casual labor	\$ 75	\$ 3,500	2%
8335-07	building repairs	\$ 107,770	\$ 204,000	53%
	Total	\$ 139,753	\$ 264,450	53%

TRAVEL

8342-01	lodging/meals/mileage	\$ 114	\$ 2,000	6%
	Total	\$ 114	\$ 2,000	6%

OPERATING EXPENSES

Actual

Budget

75%
% of Budget**OTHER EXPENSES**

8355-01	memberships	\$ 1,986	\$ 2,200	90%
8360-01	Grants	\$ 75,653	\$ 50,000	151%
8361-01	Donations	\$ 895	\$ 10,000	9%
8365-01	library promotion	\$ 180	\$ 6,000	3%
8370-01	postage	\$ 3,316	\$ 3,000	111%
8375-01	Advertising	\$ 38	\$ 4,500	1%
8385-01	memorials and tributes	\$ 659	\$ 500	132%
8396-01	bank charges and fees	\$ 19	\$ 150	13%
8399-01	ILL Loss/Damage	\$ 112	\$ 250	45%
	Total	\$ 82,857	\$ 76,600	108%

OUTSIDE SERVICES

8400-01	accounting	\$ 8,800	\$ 15,000	59%
8401-01	audit	\$ 8,450	\$ 12,000	70%
8402-01	legal fees	\$ 8,169	\$ 6,000	136%
8404-01	Staff Recognition	\$ 246	\$ 2,500	10%
8405-01	appraisal	\$ 438	\$ 2,500	18%
8406-01	collection agency	\$ 152	\$ 200	76%
8408-01	strategic plan		\$ 500	0%
8410-01	printing	\$ 7,962	\$ 10,000	80%
8430-01	payroll expenses	\$ 5,299	\$ 5,000	106%
8435-01	background checks	\$ 114	\$ 200	57%
	Total	\$ 39,630	\$ 53,900	74%

INSURANCE

8460-05	liability insurance package	\$ 18,729	\$ 19,500	96%
	Total	\$ 18,729	\$ 19,500	96%

DEBT

8601-02	Debt Certificate Interest	\$ 5,565	\$ 16,500	0%
8701-02	Debt Certificate Principle	\$ 25,700	\$ 43,500	59%
	Total	\$ 31,265	\$ 60,000	52%

TOTAL OPERATING EXPENSES	\$ 989,074	\$ 1,366,489	72%
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NET INCOME	\$ 196,903	\$ 1,770
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North Riverside Public Library District
Check Detail
 March 2022

Date	Transaction Type	Name	Memo/Description	Amount
03/02/2022	Check	Amazon	ACOUNT 60457 8781 008220 2	\$ 35.21
03/02/2022	Check	Michael Bradley	Conference travel expenses	\$ 159.32
03/02/2022	Check	Baker & Taylor	CHILDREN FICTION AND NON FICTION, DONATIONS	\$ 160.29
03/02/2022	Check	CAPITAL ONE	ADULT DVD FICTION, DONATIONS, TRUSTEE TRAINING, WEBSITE, OFFICE SUPPLIES, GRANTS, MUSIC CD CHILDREN, MEMBERSHIPS, ADULT PROGRAMS, YOUTH ADULT PROGRAMS, FOREIGN LANG DVDS, MARKERSPACE	\$ 8,182.77
03/02/2022	Check	FIRST AMERICAN BANK .	DATABASES, TECHNOLOGY PROGRAMS, SOFTWARE	\$ 66.83
03/02/2022	Check	Franczek Radelet	INV 210536, 208228, 209797, 210537	\$ 334.50
03/02/2022	Check	GRASSO GRAPHICS	SPRING BOOKMARK, MAILING SERVICES	\$ 2,695.98
03/02/2022	Check	INGRAM LIBRARY SERVICES	CHILDREN FICTION / NON FICTION	\$ 167.51
03/02/2022	Check	Cathy Kolessar	YOGA AND MEDITATION 3/07/2022	\$ 50.00
03/02/2022	Check	Midwest Tape	ADULT DVDS	\$ 15.74
03/02/2022	Check	Veronica Martinez	REIMBURSEMENT FOR SUPPLIES	\$ 25.66
03/02/2022	Check	OverDrive, Inc	INVOICE 01658CO22050799	\$ 614.61
03/02/2022	Check	Paychex - Human Resource Services	INV 12408490	\$ 57.00
03/02/2022	Check	Roscoe	MATS	\$ 161.98
03/02/2022	Check	Cathy Kolessar	YOGA AND MEDITATION 3/28/2022	\$ 50.00
03/02/2022	Check	Cathy Kolessar	YOGA AND MEDITATION 4/25/2022	\$ 50.00
03/02/2022	Check	Midwest Tape	501758505	\$ 241.43
03/02/2022	Check	Baker & Taylor	CHILDREN FICTION AND NON FICTION	\$ 111.17
03/02/2022	Check	Lauterbach & Amen, LLP	Profesional services for the month of February 2022	\$ 915.00
03/02/2022	Check	LEAF	3 COPIERS 1269226	\$ 668.00
03/02/2022	Check	Cathy Kolessar	STRETCHING AND MEDITATION 3/21/2022	\$ 50.00
03/02/2022	Check	Cathy Kolessar	STRETCHING AND MEDITATION 04/04/2022	\$ 50.00
03/04/2022	Check	Hinckley Springs	2429867 022322	\$ 140.39
03/04/2022	Check	Technology Management Rev Fund	Billing # T2222065 Inv. T2216868	\$ 133.00
03/04/2022	Check	Lisa Miller Photography	3 LOCATION PORTRAITS, 3 CUSTOM REPRINTS	\$ 750.00
03/04/2022	Check	Nitech Fire & Security Industries, Inc	Service call, replaced smoke detector	\$ 365.00
03/04/2022	Check	Preferred Plumbing Inc	rod mater and installed 2 ceramic disc	\$ 300.00
03/04/2022	Check	Secure Document Solutions	regular Schedule Secure document destruction	\$ 65.00

03/04/2022	Check	Zoobean Inc	12 month license Plus 03/25/22 -003-23-23	\$	995.00
03/09/2022	Check	AEP ENERGY	AEP ENERGY # 3014417557 Utility # 3563062012	\$	1,279.46
03/09/2022	Check	AT&T 1	Billing for 03/16/2022 - 04/16/2022	\$	63.10
03/09/2022	Check	CENGAGE Learning	Adult large Print	\$	91.17
03/09/2022	Check	Unique Management Services, Inc	INV 6098361	\$	17.90
03/09/2022	Check	LIMRICC	Four members MARCH	\$	2,786.51
03/09/2022	Check	INGRAM LIBRARY SERVICES	JANUARY, FEBRUARY & MARCH	\$	2,849.78
03/09/2022	Check	Black Stone	2001790, 2002423, 2002478, 2004947, 5009762, 2011995, 2019748, 2018741, 2017765, 2018075, 2025874, 2025415	\$	586.06
03/09/2022	Check	Cathy Kolessar	STRETCHING AND MEDITATION 04/18/2022	\$	50.00
03/11/2022	Check	Comcast	Internet SERV MARCH 07 2022 - APRIL 6 2022	\$	327.94
03/11/2022	Check	INGRAM LIBRARY SERVICES	FEBRUARY & MARCH INVOICES	\$	418.86
03/11/2022	Check	Cathy Kolessar	STRETCHING AND MEDITATION 05/2/2022	\$	50.00
03/31/2022	Expense	Paychex - Human Resource Services	Payroll 03.22	\$	637.69
03/31/2022	Expense	ICMA	ICMA 3/2022	\$	5,914.88
03/31/2022	Expense	Nicor Gas	Nicor Gas - March	\$	1,370.39
03/31/2022	Expense	IMRF	IMRF - February	\$	4,466.08
03/31/2022	Expense	IMRF	IMRF - March	\$	4,423.30
			TOTAL	\$	42,944.53



North Riverside Public Library District

Balance Sheet
As of March 31, 2022

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
1500-01 First American MM (5015)		422,911.12
1500-04 Cash-Audit Fund		10,551.68
1500-05 Cash-Liability Insurance Fund		46,729.72
1500-06 Cash-Unemployment Ins Fund		5,747.65
1500-07 Cash-Building Fund		40,762.47
1500-08 Cash-Social Security Fund		30,684.18
1500-09 Cash-Pension Fund		-23,608.79
1500-10 Cash-Debt Service Fund		0.00
1500-11 Equipment Fund		0.00
1500-12 Cash - IMRF Fund		34,807.38
1500-13 Capital Projects		30,000.00
Total 1500-01 First American MM (5015)		598,585.41
1501-01 First American Checking (5001)		31,514.91
1505-07 Chase Bank		7,766.92
1509-07 Cash - IPTIP IL Funds		94,435.82
1512-02 Kadlec Annuity #71797		53,582.49
Total Bank Accounts		\$785,885.55

	TOTAL
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	0.00
2200-09 Due to/from Pension Fund	0.00
2400-01 Prepaid Expenses	0.00
2400-05 Prepaid Expenses 05	0.00
Total Other Current Assets	\$769,811.24
Total Current Assets	\$1,555,696.79
TOTAL ASSETS	\$1,555,696.79

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	0.00
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	0.00
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	688.14
4003-01 Child Support	0.00
4200-01 Accrued Wages	13,911.42
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	812.47
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	0.00
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	0.00
Total Other Current Liabilities	\$15,412.03
Total Current Liabilities	\$15,412.03
Total Liabilities	\$15,412.03
Equity	
3200-00 Retained Earnings	337.39
5600-01 General Fund Balance	1,441,271.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	4,281.00
5600-05 Public Liability Fund Balance	43,302.00
5600-06 Unemployment Insurance Fund Balance	4,404.00
5600-07 Building Fund Balance	-134,324.00
5600-08 Social Security Fund Balance	-3,185.00
5600-09 Pension Fund Balance	-42,705.00
Opening Balance Equity	0.00
Net Income	196,903.37
Total Equity	\$1,540,284.76
TOTAL LIABILITIES AND EQUITY	\$1,555,696.79

2022/23 Draft

In the change column, the parentheses means less than last year.

No parenthesis means more than last year. A dash means it's the same.

Account

REVENUE		2019--2020	2020-2021	2021-2022	2022-2023	CHANGE
	loan funds			\$ 172,000		
6901-01	property tax	\$ 1,050,000	\$ 1,072,000	\$ 1,124,759	\$ 1,118,750	\$ (6,009)
6903-01	fees and fines	\$ 12,000	\$ 12,000	\$ 5,000	\$ 5,000	\$ -
6904-01	Donations	\$ 8,000	\$ 8,000	\$ 10,000	\$ 35,000	\$ 25,000
6905-01	grants	\$ 150,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 50,000
	Mary Kadlec estate					\$ -
6906-01	interest	\$ 220	\$ 1,000	\$ 1,500	\$ 1,500	\$ -
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ -
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year					\$ -
	Credit Card income				\$ 3,000	
	Unrealized Income Annuities	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
	total	\$ 1,225,220	\$ 1,148,000	\$ 1,368,259	\$ 1,268,250	\$ (100,009)

OPERATING EXPENSES	2019--2020	2020-2021	2021-2022	2022-2023	CHANGE
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SALARIES

7504-01	Circulation	\$ 173,785	\$ 196,375	\$ 76,600	\$ 91,500	\$ 14,900
7505-01	Adult Services			\$ 57,900	\$ 72,000	\$ 14,100
7506-01	Youth Services			\$ 87,700	\$ 87,700	\$ -
7507-01	Pages	\$ 18,316	\$ 25,168	\$ 27,200	\$ 10,200	\$ (17,000)
7508-01	Administration	\$ 304,240	\$ 279,810	\$ 288,775	\$ 279,000	\$ (9,775)
7509-01	Facilities				\$ 30,000	\$ 30,000
	total	\$ 501,608	\$ 506,620	\$ 543,442	\$ 570,400	\$ 26,958

BENEFITS

4230-01	ICMA					
7600-05	health insurance	\$ 29,700	\$ 31,000	\$ 31,200	\$ 31,400	\$ 200
7614-06	workers compensation	\$ 2,300	\$ 2,500	\$ -	\$ -	\$ -
7650-09	IMRF	\$ 31,452	\$ 31,796	\$ 31,840	\$ 47,680	\$ 15,840
7660-06	unemployment insurance	\$ 700	\$ 800	\$ 800	\$ -	\$ (800)
7670-08	social security/mcare	\$ 35,145	\$ 38,354	\$ 37,257	\$ 37,958	\$ 701
	total	\$ 99,297	\$ 104,450	\$ 101,097	\$ 117,038	\$ 15,941

TRAINING

7700-01	educational training trustees	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
7800-01	educational training staff	\$ 4,500	\$ 4,750	\$ 4,500	\$ 4,500	\$ -
	total	\$ 5,000	\$ 5,250	\$ 5,000	\$ 5,000	\$ -

2022/23 Draft

OPERATING EXPENSES		2019--2020	2020-2021	2021-2022	2022-2023	CHANGE
MATERIALS						
8090-01	Adult A/V	\$ 10,400	\$ 9,200	\$ 9,200	\$ 9,000	\$ (200)
8091-01	Children's A/V	\$ 5,700	\$ 5,600	\$ 5,600	\$ 3,400	\$ (2,200)
8096-01	Teen A/V	\$ 1,500	\$ 1,400	\$ 1,400	\$ 3,100	\$ 1,700
8103-01	Foreign Language Materials	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000
8105-01	Adult fiction/nonfiction	\$ 2,600	\$ 26,000	\$ 26,000	\$ 25,000	\$ (1,000)
8106-01	Children's fiction/nonfiction	\$ 18,000	\$ 18,000	\$ 18,000	\$ 16,000	\$ (2,000)
8107-01	Teen fiction/nonfiction	\$ 6,000	\$ 6,000	\$ 6,000	\$ 9,000	\$ 3,000
8108-01	eBooks	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,500	\$ 500
8120-01	newspapers	\$ 3,500	\$ 3,400	\$ 3,400	\$ 3,500	\$ 100
8130-01	internet databases	\$ 14,000	\$ 14,000	\$ 16,000	\$ 16,000	\$ -
8140-01	Periodicals	\$ 1,500	\$ 1,400	\$ 1,400	\$ 1,500	\$ 100
8154-01	Makerspace/LoT	\$ 4,000	\$ 4,000	\$ 4,000	\$ 5,000	\$ 1,000
	total	\$ 72,200	\$ 94,000	\$ 96,000	\$ 99,000	\$ 3,000

PROGRAMS						
8150-01	Children's Programs	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,100	\$ (900)
8153-01	Teen Programs	\$ 1,500	\$ 2,000	\$ 2,000	\$ 2,900	\$ 900
8155-01	Adult Programs	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
8156-01	Technology Programs	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
	total	\$ 15,500	\$ 16,000	\$ 16,000	\$ 16,000	\$ -

A/V Breakdown (previous spending)

	Adult	Teen	Children's
DVD	\$ 6,000	\$ 1,400	\$ 1,400
CD	\$ 500	\$ 500	\$ 500
Books or	\$ 1,500	\$ 200	\$ 500
Games	\$ 1,000	\$ 1,800	\$ 1,000

STRATEGIC INITIATIVES						
8158-01	Strategic Initiatives	\$ 4,000	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)
	total	\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ (2,000)

COMPUTERS						
8171-01	Technology service	\$ 12,000	\$ 15,000	\$ 18,500	\$ 27,000	\$ 8,500
8172-01	Computer Equipment	\$ 11,500	\$ 10,000	\$ 10,000	\$ 5,000	\$ (5,000)
8175-01	SWAN	\$ 19,000	\$ 19,000	\$ 23,000	\$ 23,500	\$ 500
8180-01	Software	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
8190-01	Website	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -
8195-01	Email	\$ 300	\$ 300	\$ 500	\$ 500	\$ -
	total	\$ 51,300	\$ 53,300	\$ 61,000	\$ 65,000	\$ 4,000

OFFICE SUPPLIES						
8202-01	Office Supplies	\$ 13,000	\$ 14,000	\$ 14,000	\$ 13,500	\$ (500)
	total	\$ 13,000	\$ 14,000	\$ 14,000	\$ 13,500	\$ -

2022/23 Draft

OPERATING EXPENSES		2019--2020	2020-2021	2021-2022	2022-2023	CHANGE
UTILITIES- OPERATING EXPENSE						
8301-07	Internet/phone	\$ 13,000	\$ 13,500	\$ 13,500	\$ 9,000	\$ (4,500)
8302-07	electricity	\$ 32,000	\$ 30,000	\$ 30,000	\$ 23,000	\$ (7,000)
8303-07	gas	\$ 7,500	\$ 7,000	\$ 6,000	\$ 5,500	\$ (500)
8304-07	water/garbage	\$ 1,800	\$ 2,000	\$ 2,000	\$ 2,300	\$ 300
	total	\$ 54,300	\$ 52,500	\$ 51,500	\$ 39,800	\$ (11,700)
BUILDING EXPENSE						
8306-07	building supplies	\$ 12,000	\$ 12,000	\$ 12,000	\$ 11,000	\$ (1,000)
8308-07	service contracts	\$ 41,000	\$ 42,500	\$ 43,000	\$ 23,000	\$ (20,000)
8315-07	fees and permits	\$ 1,750	\$ 1,750	\$ 1,950	\$ 1,950	\$ -
8330-01	casual labor	\$ 3,500	\$ 3,500	\$ 3,500	\$ 900	\$ (2,600)
8335-07	building repairs	\$ 14,000	\$ 32,000	\$ 204,000	\$ 34,000	\$ (170,000)
	total	\$ 90,250	\$ 91,750	\$ 264,450	\$ 70,850	\$ (193,600)
TRAVEL						
8342-01	lodging/meals/mileage	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,000	\$ (1,000)
	total	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,000	\$ (1,000)
OTHER EXPENSES						
8355-01	memberships	\$ 2,000	\$ 2,200	\$ 2,200	\$ 2,200	\$ -
8360-01	grants	\$ 150,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 50,000
8361-01	donations	\$ 8,000	\$ 8,000	\$ 10,000	\$ 35,000	\$ 25,000
8365-01	library promotion	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,000	\$ (1,000)
8370-01	postage	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,000	\$ -
8375-01	advertising	\$ 3,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ -
8385-01	memorials and tributes	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
8396-01	bank charges and fees	\$ 150	\$ 150	\$ 150	\$ 150	\$ -
8399-01	ILL Loss/Damage	\$ 250	\$ 250	\$ 250	\$ 250	\$ -
	total	\$ 172,900	\$ 74,100	\$ 76,600	\$ 150,600	\$ 74,000
OUTSIDE SERVICES						
8400-01	accounting	\$ 14,500	\$ 15,000	\$ 15,000	\$ 17,000	\$ 2,000
8401-01	audit	\$ 9,500	\$ 9,750	\$ 12,000	\$ 9,000	\$ (3,000)
8402-01	legal fees	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
8404-01	staff recognition	\$ 2,000	\$ 2,200	\$ 2,500	\$ 2,500	\$ -
8405-01	appraisal	\$ 1,500	\$ 2,500	\$ 2,500	\$ 1,500	\$ (1,000)
8305-01	architech/buidling consultant	\$ -	\$ -	\$ -	\$ -	\$ -
8406-01	collection agency	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
8408-01	strategic plan	\$ 500	\$ 500	\$ 500	\$ -	\$ (500)
8410-01	printing	\$ 9,000	\$ 10,000	\$ 10,000	\$ 11,000	\$ 1,000
8430-01	payroll expenses	\$ 4,500	\$ 4,500	\$ 5,000	\$ 5,500	\$ 500
8435-01	background checks	\$ 150	\$ 150	\$ 200	\$ 200	\$ -
	total	\$ 47,850	\$ 50,800	\$ 53,900	\$ 52,900	\$ (1,000)

2022/23 Draft

OPERATING EXPENSES		2019--2020	2020-2021	2021-2022	2022-2023	CHANGE
INSURANCE						
8460-05	liability insurance package	\$ 15,000	\$ 17,000	\$ 19,500	\$ 20,600	\$ 1,100
8470-05	directors/officers insurance					\$ -
	total	\$ 15,000	\$ 17,000	\$ 19,500	\$ 20,600	\$ 1,100

OTHER EXPENSES						
8600-01	Bond Interest	\$ -	\$ -			\$ -
8601-02	Debt Certificate Interest	\$ 2,500	\$ 18,559	\$ 16,500	\$ 16,500	\$ -
	total	\$ 2,500	\$ 18,559	\$ 16,500	\$ 16,500	\$ -

TOTAL OPERATING EXPENSES	\$ 1,146,705	\$ 1,102,329	\$ 1,322,989	\$ 1,240,188	\$ (84,301)
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NET INCOME	\$ 78,515	\$ 45,671	\$ 45,270	\$ 28,062	\$ (15,708)
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DEBT SERVICE						
8700-02	Bond Principle	\$ -	\$ -	\$ -	\$ -	\$ -
8701-02	Debt Certificate Principle	\$ 30,000	\$ 39,100	\$ 43,500	\$ 28,000	\$ (15,500)
	total	\$ 30,000	\$ 39,100	\$ 43,500	\$ 28,000	\$ (15,500)

RETAINED EARNINGS	\$ 48,515	\$ 6,571	\$ 1,770	\$ 62	
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2022-2023 Working Budget

Budget Justification

This document is intended to explain budgetary changes between the previous year and the proposed budget for the coming fiscal year.

Revenue:

6901-01 Property Tax – The decrease of \$6,009 is anticipated based on the levy verification documentation from the Cook County Treasurer and decreases in property tax revenue due to COVID 19 rebates.

6904-01 Donations – The \$25,000 increase is anticipated from sales of the leaves on the Mary Kadlec donor wall tree and other donations and is reflected in the spending line 8361-01.

6905-01 Grants – The \$50,000 increase is anticipated based on ongoing grant applications and is reflective in the spending line 8360-01.

Operating Expenses:

Salaries – This year I've split the Salaries section to reflect each individual department rather than position titles and included the new facilities position. Each proposed amount includes a cost of living increase (2% for all employees) and merit raises (a total of \$9,500 for all departments) described below.

7504-01 Circulation – We have budgeted for 123 hours per week at a cost of \$91,500 for the year which includes a 2% cost of living increase for all positions and a \$1,500 merit raise budget to be awarded to employees at the discretion of the manager.

7505-01 Adult Services – We budgeted 95 hour per week at a cost of \$72,000 for the year which includes a 2% cost of living increase for all positions and a \$1,500 merit raise budget to be awarded to employees at the discretion of the manager.

7506-01 Youth Services - We budgeted 107 hours per week at a cost of \$87,700 for the year which includes a 2% cost of living increase for all positions and a \$3,000 merit raise budget to be awarded to employees at the discretion of the manager.

7507-01 Pages - We budgeted 15 hour per week at a cost of \$10,200 for the year which includes a minimum wage increase for all positions.

7508-01 Administration - We budgeted 200 hour per week at a cost of \$279,000 for the year which includes a 2% cost of living increase for all positions and a \$3,500 merit raise budget to be awarded to employees at the discretion of the director.

7509-01 Facilities – We've budgeted 35 hours per week at a cost of \$30,000 for the year which includes a 2% cost of living increase and --- merit raise budget to be awarded to employees at the discretion of the director.

Benefits – Minimal changes have been made to this section to reflect actual spending.

7600-05 Health Insurance – Limricc insurance has changed insurance companies we have an estimated \$200 increase for this coming year.

7650-09 IMRF – With the changes to staffing the three additional IMRF positions, increase in wages and an increase in our percentage lead to the anticipated \$15,840 increase.

7670-08 Social Security/Mcare – The \$701 increase is reflective of the staff positions lost and refilled.

Materials

Overall, you will see a \$3,000 increase over last year's budget. However, you will also see that many of the categories have been combined to make purchasing easier for the departments and Makerspace/LoT was also moved into the Materials line item.

Computers

8171-01 Technology Service – The \$8,500 increase reflects anticipated hours needed to connect new copiers to the system, finish upgrades to our current system and installation of the 6-10 new staff computers to replace outdated and no longer supported devices.

8172-01 Computer Equipment – The \$5,000 decrease reflects all of the improvements and replacements we have been making over the years.

8175-01 SWAN (formerly: MLS Computer Fund) – This fund pays for our SWAN fees which include our cooperative library catalog. The \$500 decrease reflects anticipated decrease from SWAN.

Utilities

8301-07 Internet/phone – Anticipated \$4,500 decrease is based on Erate refunds for services of 60% of our internet costs and decreased phone cost with the new VOIP phone system.

8302-07 Electricity – The \$7,000 budgeted decrease is based on the past several bills following both our HVAC and lighting upgrade.

8303-07 Gas – The \$500 decrease is reflective of this past year's usage with the new HVAC system.

Building Expense

8306-07 Building Supplies – The budgeted \$1,000 decrease from last year's budget is reflective of actual spending.

8308-07 Service Contracts – The \$20,000 decrease is reflected of ending our cleaning contract.

8330-01 Casual Labor – The remaining \$900 equals \$75/meeting for a Board secretary. This line item will most likely be moved in the future.

8335-07 Building Repairs – The decrease \$170,000 is simply the result of no large projects planned/budgeted for in the coming fiscal year.

Other Expenses

8360-01 Grants – The \$50,000 increase is directly reflective of the anticipated increase in grant applications this coming year.

8361-01 Donations – The \$25,000 increase is directly reflective of the anticipated increase in donation revenue from the Mary Kadlec Donor Tree and other donations.

Outside Services

8400-01 Accounting - \$2,000 increase is anticipated based on possible cost increases.

8401-01 Audit – The \$3,000 decrease is reflective of a contracted costs with the new audit company.

8405-01 Appraisal – The \$1,000 decrease is reflective of the fact we will not need a new full appraisal done.

8408-01 Strategic Plan – The \$500 decrease is reflective of progress made on our strategic plan goals.

8410-01 Printing – The \$1,000 increase is reflective of anticipated additional printing costs.

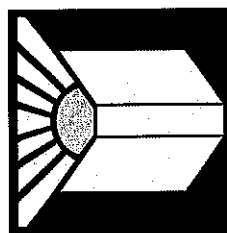
8430-01 Payroll Expenses – The \$500 increase is reflective of adding new employees. We will be exploring new payroll companies to compare costs.

Insurance

8460-05 Liability Insurance Package – The \$1,100 increase is reflective of anticipated costs based on discussions with our insurance providers.

Debt Services

8701-02 Debt Certificate Principle – The decrease of \$15,500 is reflective of the fact that we did not borrow the additional funds in the 2021-2022 fiscal year.



Service Award

This is presented to

Mary Cooper

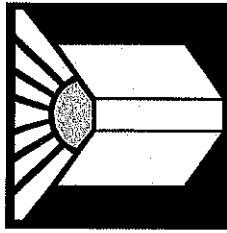
on February 12, 2022, recognizing 15 years of service
to the North Riverside Public Library District.

Annette Corgiat

LIBRARY BOARD PRESIDENT

Gregory Gordon

LIBRARY BOARD VICE PRESIDENT



Service Award

This is presented to

Barbara Silvestri

on April 26, 2022, recognizing 15 years of service
to the North Riverside Public Library District.

Annette Corgiat

LIBRARY BOARD PRESIDENT

Gregory Gordon

LIBRARY BOARD VICE PRESIDENT

**Resolution of the North Riverside Public Library District
Authorizing Intervention in Proceedings before
the State of Illinois Property Tax Appeal Board**

Whereas, the taxpayer of record for a parcel or parcels of real property located within the boundaries of the State of Illinois has the right to file an appeal challenging the assessed value of that parcel or parcels with the State of Illinois Property Tax Appeal Board (“PTAB”); and

Whereas, a reduction in the assessment of a parcel or parcels of real property located within the boundaries of North Riverside Public Library District that is granted by the PTAB will lead to the issuance of a refund that reduces the current real estate tax collections of the North Riverside Public Library District; and

Whereas, a taxing district has the right to intervene in proceedings before the PTAB in order to protect the taxing district’s revenue interest in the assessed value of a parcel or parcels; and

Whereas, the Board of Trustees of the North Riverside Public Library District, Cook County, Illinois (the “Board”) has determined that it is necessary, desirable, advantageous, and in the public interest to defend the Board’s real property tax base by intervening in PTAB appeals filed on parcels within the boundaries of the Board.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Board of Trustees of the North Riverside Public Library District, Cook County, Illinois, as follows:

1. The Board finds that all of the recitals contained above are true and correct, and that the same are hereby incorporated herein by reference.
2. The Board hereby authorizes Franczek P.C., as its legal representative, to: a) file a Request to Intervene in Appeal Proceedings in all 2021-22023 assessment-year appeals filed at the PTAB for which the Board receives notice from the Cook County Board of Review and b) represent the Board’s interests in those proceedings.
3. All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.
4. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other sections, paragraphs, clauses, or provisions of this Resolution.
5. This Resolution shall be in force and effect upon its adoption.

After a full and complete discussion thereof, Member _____ moved that the foregoing Resolution be adopted and Member _____ seconded the motion. The President directed the Secretary to call the roll for a vote upon the motion to adopt this Resolution. Upon a roll call vote taken, the Board of Trustees voted as follows:

AYES: _____

NAYS: _____

Abstaining: _____

PRESENT: _____

Absent from Meeting: _____

The President declared the motion carried and the Resolution duly adopted.

Dated: _____

By: _____
President, Board of Trustees

ATTEST

Secretary, Board of Trustees